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CIRCULAR,  
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HEADQUARTERS DEPARTMENT  
of Porto Rico.  
San Juan November 16th, 1899.

THE FOLLOWING REGULATIONS FOR THE INSULAR POLICE ARE PUBLISHED FOR THE INFORMATION AND GUIDANCE OF ALL CONCERNED.

1. The official head of the Insular Police Force will be the Chief, with Headquarters in San Juan. There will be an assistant to the Chief, who, in case of sickness or absence of the latter, will act in his stead. At least twice each year the Chief, or his Assistant, will inspect every Insular Police district, sub-district, post, and sub-post in the Island, and submit a written report of such inspection to the Inspector.

2. An officer of the Army, designated by the Military Governor, will be the Inspector of the Insular Police and also its property and disbursing officer. He has authority to give orders in the name of the Governor and will personally inspect all posts or precinct detachments once each year, submitting to the Chief of Staff a written report of the result of his inspection.

3. All appointments to the grade of Officers are made by the Military Governor, and his action is necessary for their dismissal or acceptance of resignation from the service. Appointments and dismissals of Corporals and Privates will be made by the Inspector of the Police.

4. The territory of the Island will be divided into Police districts, with due regard to public interests and convenience, and a Captain of the force will command in each of such district, the limits of which will be defined in the instructions of the Military Governor through the Inspector.

5. Each Police district will be sub-divided into sub-districts, and at the head of each, as local commander, will be a Lieutenant of the force. The station of the sub-district commander will be at one of his precinct headquarters.

6. Each sub-district will be divided into precincts, and will be policed with such number of men as may be fixed in the instructions of the Inspector, but the precinct detachment will always include one Corporal.

7. The Captain will be held responsible for the good order, discharge of duty, and military discipline of all the officers and men in their respective districts. He will see and inspect every officer and man, all arms, equipment, clothing, etc., at least once every three months, and will send a written report of such inspection through the Chief of the force to the Inspector for the information of the Military Governor.

8. The Lieutenants commanding sub-districts will be held to a similar responsibility for the discipline and efficiency of the force. They will also report promptly to the District commander all disorders and breaches of discipline on the part of their men and the disciplinary methods adopted in each case.

9. All members of the Insular Police are required to obey strictly and to execute promptly any lawful orders of their superiors.

10. Military authority will be exercised with firmness, kindness, and justice. Punishment will follow quickly the commission of offences, and in ordinary cases will usually be limited to suspension from duty, but in all other cases of delinquencies or repeated neglects of duty the offenders will be summarily dismissed.

11. Superiors are enjoined not to treat those under their authority in a tyrannical or capricious manner, or to use towards them abusive language.

12. It is forbidden that any officer of the force loan money to any Corporal or Private or discount notes or other acknowledgment, given by the same.

CIRCULAR,  
No 39.

CUARTEL GENERAL  
D. Departamento de Puerto-Rico.  
San Juan, Noviembre 16, 1899.

LA SIGUIENTE ORDENANZA PARA EL RÉGIMEN DE LA POLICIA INSULAR SE PUBLICA PARA CONOCIMIENTO Y GOBIERNO DE TODOS LOS INTERESADOS.

1. Será cabeza oficial del Cuerpo de Policía Insular, el Jefe de dicho Cuerpo con Cuartel General en San Juan. Habrá un Ayudante del Jefe, que sustituirá á éste en caso de ausencia ó enfermedad. Por lo menos dos veces al año el Jefe, ó su Ayudante, inspeccionará cada distrito, sub-distrito, puesto y sub-puesto de Policía Insular en la Isla, pasando al Inspector informe por escrito de dicha inspección.

2. Un Oficial del Ejército, designado por el Gobernador Militar, será el Inspector de Policía Insular, como también Oficial Pagador y encargado del equipo del cuerpo. Estará facultado para dictar órdenes en nombre del Gobernador, y personalmente inspeccionará todos los puestos ó destacamentos de distritos, cada año, presentando al Jefe de Estado Mayor, informe por escrito del resultado de su inspección.

3. Todos los nombramientos al grado de oficiales se harán por el Gobernador Militar cuya acción será necesaria para la separación de éstos del servicio ó admisión de su renuncia. Los nombramientos y destituciones de cabos y soldados se harán por el Inspector de Policía.

4. El territorio de la Isla se dividirá en distritos de Policía, teniendo en cuenta el interés y conveniencia públicos; y un capitán de la fuerza ejercerá el mando en cada uno de dichos distritos, cuyos límites se precisarán en las instrucciones del Gobernador Militar, por conducto del Inspector.

5. Cada distrito de Policía se subdividirá en sub-distritos; y al frente de cada uno de éstos, como jefe local, estará un teniente de la fuerza. La estación del jefe de sub-distrito se establecerá en uno de los puestos de su demarcación.

13. Gambling by the members of the Police with one another, or with citizens, and any participation by them in games of chance for money or other valuable things is forbidden, and the offenders will be dismissed from the service.

14. Although every qualified voter shall enjoy the right to cast his ballot, the mixing in politics or any political discussions and attendance at political meetings, by members of the Insular Police, will be punished by summary dismissal from the force.

15. The Insular Police is maintained for the purpose of:

1. Keeping the public order.
2. Protection of persons and property, especially in the rural districts.
3. Furnishing such aid as may be required to enforce the laws.
4. Protection of public property from damage or trespass.

16. Military Commanding Officers are authorized to call upon the Insular Police, who may be stationed within the jurisdiction of the said commanders, to pursue and arrest deserters from the Army; and where Army Officers are in charge of municipal governments their authority respecting the police shall be the same as that vested in the Alcaldes by these regulations.

17. The Insular Police are vested with the powers and responsibilities of custom-house guards and will exercise great watchfulness to prevent violation of the tariff regulations; to this end they will frequently confer with the Collectors and Deputy Collectors of Customs, whose requests to an officer of the force for co-operation in the arrest of smugglers and in the seizure of the latter's goods will, in all cases, be complied with if practicable.

18. Should a member of the Insular Police discover any person with illicit merchandise, he will arrest the offender, seize the carts, horses, and merchandise, and turn all over to the proper authorities. He will also render assistance in effecting such arrests and seizures when called upon to do so by any custom-house official or guard.

19. It shall be the duty of the Insular Police at all times, to pursue and capture law-breakers, especially assassins, robbers, thieves, incendiaries, and those who are charged with, or suspected of, other violence or crime.

In no case shall the Insular Police invade any private dwelling without previous permission of the occupant, except when in hot pursuit of some criminal.

21. A member of the Insular Police making his rounds, with no special service in view will, except in cases of emergency requiring action, return by a different route to that traveled on setting out, so that he may cover a larger portion of territory.

22. The police will constantly patrol the roads, especially in unsettled or thinly settled localities. In order that these patrols may look after the safety of the highways, Police Posts will be established at most convenient points.

23. Besides the service which the Insular Police must render on the roads, fields, and sparsely populated districts, it is likewise their duty to help in extinguishing fires and in general to look out for the safety of persons and property.

24. In cases of fire, in small towns and rural districts there is usually a lack of the resources necessary to extinguish them, and general confusion ensues where immediate action is necessary.

25. In case of fire, it is the first duty of the Police to afford every assistance possible for the protection of persons and property, not allowing any other persons than those designated by the owners or authorities to enter the premises either to perform necessary work or to remove effects.

26. In case of floods, earthquakes, hurricanes, and storms, the Police will act with equal zeal in affording help as directed in case of fires, taking care to collect the effects washed away by the flood and delivering them to the nearest Municipal authorities or custodians of lands, from whom they may be claimed by the owners.

27. The Insular Police will see to the preservation of trees, woods, and forests, both public and private. They will, therefore, endeavor to prevent wood cutting, the destruction or mutilation of trees, and the removal of fallen trees or those that have been illegally felled. All public lands and real property that may be in possession of private individuals will be reported.

28. It is the duty of the Insular Police to see that trees skirting the highways are respected and are not damaged or interfered with by passers-by except by permission of the Ayuntamientos or the owners.

29. The Insular Police will not allow the removal of stone, sand, earth, fruit, produce or fertilizers found in forests, or on public land, except on presentation of permission in writing from some one competent to give authority. The paper so presented will be retained by the Police as evidence in case of future question or investigation.

30. The Police will see to it that nothing is done to alter the courses of rivers or to pollute their waters by the introduction of harmful materials.

31. The Police will see that dams and mill races, irrigating ditches, manufacturing establishments, and similar private properties are not injured, obstructed, or molested.

32. The Police will prevent the stealing of water from private sources for irrigating purposes, and when applied to for help by lawful proprietors will assist by arresting the offenders and placing the latter at the disposal of the local authorities.

33. The Insular Police will arrest all persons caught damaging or attempting to damage railways,